



**CITY OF SAN ANTONIO  
OFFICE OF HISTORIC PRESERVATION**

**SAN ANTONIO HISTORIC AND DESIGN REVIEW COMMISSION  
OFFICIAL MINUTES  
5 December 2018**

- The Historic and Design Review Commission of the City of San Antonio met in session at 3:09 PM, in the Board Room at the Development and Business Services Center, 1901 S. Alamo.
- The meeting was called to order by Vice Chair Fetzer, and the roll was called by the Management Analyst.

**PRESENT: Fish, Wolff, Martinez-Flores, Carpenter, Grube, Fetzer, Laffoon.**

**ABSENT: Guarino, Garza, and Bowman.**

- Chairman's Statement
- Announcements
- Citizens to be heard:
  - Barbara Garcia of Dignowity Hill Neighborhood Association spoke in support of Item 3 and Item 14.
  - Patti Ziontz of the SA Conservation Society spoke in support of item 9, support of staff's finding of item #36, and opposed the demolition of the garage on item #31.

**COMMISSION ACTION:**

- The Commission then considered the Consent Agenda, which consisted of:
  - Item #1, Case No. 2018-605 100 MILITARY PLAZA/ CITY HALL
  - Item #2, Case No. 2018-565 104 FIR
  - Item #3, Case No. 2018-557 1107 N PINE ST
  - Item #4, Case No. 2018-562 120 CAMARON
  - Item #5, Case No. 2018-582 1200 IOWA ST
  - Item #6, Case No. 2018-572 122 W ARGARITA AVE
  - Item #7, Case No. 2018-590 1244 IOWA ST
  - Item #8, Case No. 2018-586 140 E HOUSTON ST/130 & 134 SOLEDAD ST
  - Item #9, Case No. 2018-256 139 E COMMERCE ST
    - 141 E COMMERCE ST
    - 106 RIVERWALK
    - 143 E COMMERCE ST
    - 145 E COMMERCE ST
    - 147 E COMMERCE ST
    - 149 E COMMERCE ST
    - 151 E COMMERCE ST
  - Item #10, Case No. 2018-599 140 CALLANGHAN AVE
  - Item #11, Case No. 2018-595 1411 S ELLISON DR/1423 E ELLISON DR
  - Item #12, Case No. 2018-585 1500 N ST MARYS
  - Item #13, Case No. 2018-570 203 KING WILLIAM
  - Item #14, Case No. 2018-315 208 SHERMAN

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| ○ Item #15, Case No. 2018-571 | 209 MADISON         |
| ○ Item #16, Case No. 2018-593 | 215 LOSOYA ST       |
| ○ Item #17, Case No. 2018-574 | 219 FLORIDA ST      |
| ○ Item #18, Case No. 2018-602 | 315 JACKSON ST      |
| ○ Item #19, Case No. 2018-575 | 414 NAVARRO ST      |
| ○ Item #20, Case No. 2018-588 | 505 CENTER ST       |
| ○ Item #21, Case No. 2018-588 | 505 CENTER ST       |
| ○ Item #22, Case No. 2018-587 | 601 N ST MARYS      |
| ○ Item #23, Case No. 2018-582 | 622 S FLORES ST     |
| ○ Item #24, Case No. 2018-596 | 637 N MAIN AVE      |
| ○ Item #25, Case No. 2018-601 | 639 MISSION ST      |
| ○ Item #26, Case No. 2018-597 | 727 N FLORES ST     |
| ○ Item #27, Case No. 2018-564 | 732 N OLIVE ST      |
| ○ Item #28, Case No. 2018-564 | 732 N OLIVE ST      |
| ○ Item #29, Case No. 2018-566 | 817 NOLAN           |
| ○ Item #30, Case No. 2018-208 | 802 NOLAN           |
| ○ Item #32, Case No. 2018-550 | 8888 S PRESA ST     |
| ○ Item #33, Case No. 2018-556 | 2230 SE MILITARY DR |
| ○ Item #38, Case No. 2018-195 | 1603 BROADWAY       |

Item #31 was moved to the individual consideration by staff as there were Citizens to be Heard.  
 Item #38 was moved to the consent agenda by the applicant and the case manager.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Carpenter to approve the Consent Agenda with staff stipulations.

**AYES:** Fish, Wolff, Martinez-Florez, Carpenter, Grube, Bowman, Fetzner, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED.**

**• Item #31. HDRC NO. 2018-592**

**Applicant:** Tim Cone, RK Group

**ADDRESS:** 856 GEMBLER

**REQUEST:**

The applicant is requesting conceptual approval to:

1. Replace all existing windows.
2. Modify existing openings.
3. Install new fabric window awnings.
4. Modify an existing rear staircase.
5. Remove an existing multi-bay porte-cochere structure.
6. Construct an addition on the west façade of the existing structure.
7. Construct a new accessory building.
8. Infill the existing pool.
9. Construct an open air tent structure adjacent to the existing lake.
10. Add new parking, additional hardscaping, and landscaping

**RECOMMENDATIONS:**

Staff recommends conceptual approval based on findings a through the following stipulations That the applicant explores options for the retention of the porte-cochere or the incorporation of portions into the overall design. Full removal will require additional documentation that comprehensively demonstrates why the porte-cochere cannot be integrated into the final proposal. That the applicant provides a window schedule, information on existing window conditions, and specifications for any replacement windows for final approval as noted in finding d.

That the applicant provides all pertinent information for final approval, including elevations, design details, and material information as noted in findings f, g, i, j, l, and n. Must bring back to DRC before final submission.

**CITIZENS TO BE HEARD:** None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Grube to approve with staff stipulations.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Fetzer, Laffoon.

**NAYS:** Carpenter.

**THE MOTION CARRIED**

- **Item #34. HDRC NO. 2018-451**

**ADDRESS:** 553/555 Club Dr

**APPLICANT:** Donna Crabtree, Representative

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for a window master plan, including replacement, relocation and repair- in response to the commission action issued at the July 18,2018 hearing.

**RECOMMENDATIONS:**

Staff recommends approval of the window master plan with the stipulation that at least 43 metal casement window remain on the site, per the original count on July 18, 2018. At this time, the master plan depicts only 26 metal casement windows on the front façade with remaining 52 windows to be replaced with vinyl on the side and rear.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Grube to approve with staff stipulations.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Carpenter, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

- **Item #35. HDRC NO. 2018-451**

**APPLICANT:** Jose Calzada/ Arquitectura SA

**ADDRESS:** 607 E LOCUST

**REQUEST:**

The applicant is requesting conceptual approval to construct a 3-story multifamily structure on the vacant lot addressed 607 E Locust. The request also includes rear surface parking for approximately 8 cars, additional hardscaping, and landscaping.

**RECOMMENDATIONS:**

Staff recommends approval of the window master plan with the stipulation that at least 43 metal casement window remain on the site, per the original count on July 18, 2018. At this time, the master plan depicts only 26 metal casement windows on the front façade with remaining 52 windows to be replaced with vinyl on the side and rear.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Carpenter to approve with staff stipulations.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Carpenter, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #34. HDRC NO. 2018-451**

**ADDRESS:** 553/555 Club Dr

**APPLICANT:** Donna Crabtree, Representative

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for a window master plan, including replacement, relocation, and repair – in response to the commission action issued at the July 18, 2018, hearing.

**RECOMMENDATIONS:**

Staff recommends approval of the window master plan with the stipulation that at least 43 metal casement window remain on the site, per the original count on July 18, 2018. At this time, the master plan depicts only 26 metal casement windows on the front façade with remaining 52 windows to be replaced with vinyl on the side and rear.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Grube to approve with staff stipulations.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Carpenter, Fetzer, Laffoon.

**NAYS:** None.  
**THE MOTION CARRIED**

- *Commissioner Bowman arrived at 3:55pm*

• **Item #36. HDRC NO. 2018-541**  
**ADDRESS:** 235 YELLOWSTONE  
**APPLICANT:** Mary Minesinger

**REQUEST:**

The applicant is requesting a determination of contributing status for the main structure located at 235 Yellowstone.

**RECOMMENDATIONS:**

Staff recommends that the Historic and Design Review Commission (HDRC) concurs with the finding that the structure is contributing to the Mission Historic District based on findings a through c.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Grube to approve with staff stipulations.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #37. HDRC NO. 2018- 577**  
**ADDRESS:** 126-134 N SWISS, 422 CENTER  
**APPLICANT:** Ricardo Turrubiates, Terramark, 905 N Pine

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for a window master plan, including replacement, relocation, and repair – in response to the commission action issued at the July 18, 2018, hearing.

**RECOMMENDATIONS:**

Staff recommends approval of the window master plan with the stipulation that at least 43 metal casement window remain on the site, per the original count on July 18, 2018. At this time, the master plan depicts only 26 metal casement windows on the front façade with remaining 52 windows to be replaced with vinyl on the side and rear.

**CITIZENS TO BE HEARD:**

Lulu François, 817 Nolan, in opposition to request.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Grube to postpone case.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

**Item #38 was approved on consent.**

• **Item #39. HDRC NO. 2018-589**

**ADDRESS:** 611 N ST MARY'S

**APPLICANT:** Miguel Saldana, BNA Architects, 222 Ridgecrest Dr

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Repair and reconstruct damaged wood storefront systems.
2. Replace damaged terra cotta ornamental elements.
3. Enlarge window openings on the south façade to provide for egress.
4. Modify the existing west façade to include new brick infill to replace the existing CMU and install window openings.
5. Construct an egress stair and elevator addition to the south façade. 6. Construct two rooftop additions.

**RECOMMENDATIONS:**

Staff recommends approval of items #1 through #6 with the following stipulations:

- i. That the applicant submit specifications to staff for review and approval regarding the proposed storefront systems, terra cotta replacement materials and new steel windows as noted in findings c, d and f.
- ii. ii. That the applicant submit a rooftop railing detail to staff for review and approval as noted in finding h. iii. That the proposed roof form of both additions be modified to not feature a shed roof with a steep pitch. If a shed roof is proposed, the pitch should be shallow and feature parapet walls to appear similar to the roof form of the historic structure.
- iii. iv. **ARCHAEOLOGY-** Archaeological investigations may be required based on several factors, including whether or not basements are located within the existing structures. The archaeological scope of work should be submitted to the OHP archaeologists for review and approval prior to beginning the archaeological investigation. The development project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Carpenter and seconded by Commissioner Fish to approve with staff stipulations, with the added elements on the roof and the new elements be expressed a lighter material such as metal wood, or stucco; and that the pitch of the additions mimic the pitch of those in the historic photo.

**AYES:** Fish, Grube, Wolff, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

- *Commissioner Wolff departed at 4:45pm.*

• **Item #40. HDRC NO. 2018-559**

**ADDRESS:** 3502 N ST MARY'S

**APPLICANT:** Mert Firat

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install signage at 3502 N St Mary's. Within this request the applicant has proposed the following signage:

1. One, internally illuminated channel letter sign to feature a height of 1' – 0" and an overall length of 10' – 6". This sign will be internally illuminated and will read "SA BOTANICALS". This sign will be located on the southeast façade. This sign will feature 10.5 square feet in size.
2. One, internally illuminated channel letter sign to feature a height of 1' – 0" and an overall length of 11' – 6". This sign will be internally illuminated and will read "SA BOTANICALS". This sign will be located on the southwest façade. This sign will feature 11.5 square feet in size.
3. One, internally illuminated channel letter sign to feature a height of 1' – 3" and an overall width of 15' – 0". This sign will be internally illuminated and will read "SA BOTANICALS". This sign will be located on the northwest façade. This sign will feature 18.75 square feet in size.
4. Non-illuminated channel letters to read "CBD" to be located on the south facing canopy column. Each letter will feature an overall height of 1' – 6".
5. One, internally illuminated, hanging cabinet sign to feature 1' – 6" in width and height to be located under the existing fuel canopy. This sign will feature 2.25 square feet in size.
6. Various vinyl cut window graphics to be applied to the street facing façade.

**RECOMMENDATIONS:**

Staff does not recommend approval of items #1 through #7 at this time. Staff recommends that the applicant propose wall and hanging signs reverse lit or indirectly lit signage with metal faces that will not result in an entire cabinet glowing. Additionally, staff recommends that the applicant modify the lime green colors proposed as well as eliminate the proposed window graphics from the application. Signage should not exceed more than fifty (50) square feet total, including window graphics.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Carpenter to approve as submitted today with back lit letters and no window signage.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #41. HDRC NO. 2018-580**  
**ADDRESS:** 206 CAMARGO  
**APPLICANT:** Michael Aaron Taritas  
**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Demolish existing rear additions.
2. Demolish the original, rear facing gabled roof.
3. Construct a rear addition to feature 278 square feet at the rear of the primary historic structure.
4. Remove original wood windows and their openings.
5. Install front porch railing.
6. Install front yard pavers.
7. Replace both front doors on the primary historic structure.
8. Install a front yard fence and a side and rear yard privacy fence.

**RECOMMENDATIONS:**

1. Staff does not recommend approval of item #1, the demolition of the exiting, contributing rear additions based on finding c. Staff recommends that the demolished contributing additions be reconstructed as they previously existed.
2. Staff does not recommend approval of item #2, the demolition of the original, rear facing gabled roof based on finding d. The roof should be reconstructed as it previously existed.
3. Staff does not recommend approval of item #3, the construction of a rear addition based on findings e and f. Staff recommends that the applicant reconstruct the previously existing, contributing additions and utilize their footprints. If the Commission finds the removal of the contributing additions to be appropriate, staff recommends that the applicant revise the proposed addition's design to be consistent with the Guidelines for Additions.
4. Staff does not recommend approval of item #4, the removal of original windows and their openings based on finding g. Staff recommends that the applicant reinstall the original windows into their original locations.
5. Staff does not recommend approval of item #5, front porch railing at this time. Staff finds that a detailed drawing that included dimensions should be submitted to staff for review and approval.
6. Staff does not recommend approval of item #6, the installation of front yard pavers based on finding j. Staff recommends that a concrete walkway be installed to match what exists on site.
7. Staff recommends approval of item #7, front door replacement based on finding h with the following stipulation: i. That the northern door be repaired and remain in place and that the replacement door for the southern door be submitted to staff for review and approval prior to purchase and installation.
8. Staff recommends approval of item #8, the installation of front and side yard fencing with the following stipulations: i. That no portion of the front yard fence exceed four (4) feet in height and that no part of the rear privacy fence be constructed forward of the front façade. The privacy fence should not exceed six (6) feet in height. ii. That the front yard fence turn and run parallel to the driveway rather than feature a driveway gate at the property line.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Carpenter and seconded by Commissioner Grube to be referred to a site visit and Design Review Committee meeting to follow.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #42. HDRC NO. 2018-581**

**ADDRESS:** 322 Martinez

**APPLICANT:** Michael Cubeta

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a new wall sign to replace the existing. The proposed signage will feature an overall width of 13' – 6" and an overall height of 1' – 6". The proposed sign will feature vinyl letters.

**RECOMMENDATIONS:**

Staff does not recommend approval based on finding b. Staff finds that the proposed signage is sized and located inappropriately for the structure on which it will be mounted. Staff recommends the applicant reface the existing signage, or propose an alternate signage type that will not introduce a non-original element to the historic structure.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Carpenter and seconded by Commissioner Martinez-Flores to approve as submitted today.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #43. HDRC NO. 2018-578**

**ADDRESS:** 511 LAMAR ST

**APPLICANT:** Shelley Kolosey

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to remove the existing, non-original front yard walkways and install a series of stamped concrete paths as well as steps at the sidewalk at the right of way. The proposed colors of the stamped concrete are bronze and variations of gray. Additionally, the applicant has proposed gardens between the front porch and front and side yard walkways.

**RECOMMENDATIONS:**

Staff recommends approval with the following stipulations: i. That the front yard walkway and sidewalk at the public right of way (parallel to the street) feature a standard concrete texture and profile. Widths should match those found on the block.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Grube and seconded by Commissioner Martinez-Flores to be approved with staff stipulations.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

- **Item #44. HDRC NO. 2018-594**

**ADDRESS:** 1502 S FLORES ST

**APPLICANT:** Brent Widen

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a painted mural on the north and west facades of the historic brick structure. A portion of the mural on the west façade will be located on unpainted historic brick.

**RECOMMENDATIONS:**

Staff does not recommend approval based on findings a and c. Staff recommends that the applicant limits a mural proposal to the lower portions of the structure that are already painted as noted in finding b.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Carpenter to be approved with staff stipulations with the clarification that the lower third portion is already painted .

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

- **Item #45. HDRC NO. 2018-608**

**ADDRESS:** 130 NORTH DR

**APPLICANT:** Andrew Grohe

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Replace the existing composite shingle roof on the primary and accessory structures with a standing seam metal or wood shingle roof.

2. Replace the existing concrete ribbon driveway with new Geoblock ribbons to match the existing configuration.
3. Install an 8 foot tall metal and wire fence at the east and south property lines.
4. Remove a non-original front addition to the rear accessory structure.
5. Modify the façade and fenestration of the rear accessory structure.

**RECOMMENDATIONS:**

**Item 1,** Staff recommends approval of the roof replacement based on finding b with the following stipulation:

- i. That the applicant installs wood shingles. The installation of a standing seam galvalume metal roof is not appropriate. The applicant is required to submit a final material specification to staff prior to receiving a Certificate of Appropriateness.

**Item 2,** Staff does not recommend approval of the installation of a Geoblock ribbon drive based on finding c. Staff recommends that the existing concrete ribbon driveway be repaired or replaced in-kind.

**Item 3,** Staff does not recommend approval of the proposed rear fencing based on finding d. Staff recommends that the applicant installs a 6 foot tall fence utilizing a material that is more consistent with the fencing patterns in the district. The installation of privacy fencing with an appropriate height and material is eligible for administrative approval.

**Item 4,** Staff recommends approval of the removal of the non-original front addition on the rear accessory structure based on finding e.

**Item 5,** Staff recommends approval of the rear accessory structure modifications with the following stipulation:

- i. That the existing woodlap siding on the west elevation be retained.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Bowman and seconded by Commissioner Laffoon to be approved with stipulations 1,2,4,5 and that the rear fence is 6' in height.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #46. HDRC NO. 2018-606**

**ADDRESS:** 622 E PARK AVE

**APPLICANT:** Todd Worrich

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Replace 1 non-repairable existing wood window with a new Jeld Wen one over one wood window.
2. Replace approximately 9 existing repairable wood windows with new Jeld Wen one over one wood windows.
3. Replace approximately 10 existing non-original aluminum windows with new Jeld Wen one over one wood windows.
4. Demolish a non-original single story rear addition.
5. Construct a new single story addition.
6. Replace the existing standing seam metal roof with shingles.
7. Demolish a 1-story rear accessory structure.
8. Install a new 4 foot tall wrought iron fence in the front and side yard.
9. Install a concrete driveway in the location of an existing gravel and asphalt driveway.

## RECOMMENDATIONS:

**Item 1,** Staff recommends approval of the non-repairable wood window based on findings b and c with the following stipulation:

- i. That the existing opening location and size be retained and that the wood window features meeting rails that are no taller than 1.25" and stiles no wider than 2.25". There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.

**Item 2,** Staff does not recommend approval of the replacement of the existing repairable wood windows based on findings b and d. Staff recommends that the windows be restored in place.

**Item 2,** Staff recommends approval of the replacement of the non-original aluminum windows based on finding e with the following stipulation:

- i. That all existing opening location and sizes be retained and that the wood windows feature meeting rails that are no taller than 1.25" and stiles no wider than 2.25". There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.

**Item 3,** Staff recommends approval of the removal of the non-original rear addition based on finding f.

**Item 4,** Staff recommends approval of the rear addition based on finding g with the following stipulations:

- i. That the windows feature meeting rails that are no taller than 1.25" and stiles no wider than 2.25". There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.
- ii. That the roofing material be metal or match the approved roofing for the primary structure as stipulated by the Historic and Design Review Commission. The standing seam metal roof should feature panels that are 18 to 21 inches wide, seams that are 1 to 2 inches tall, a crimped ridge seam and a standard galvalume finish. An on-site inspection by OHP staff is required a minimum of 24 hours prior to installation.

**Item 5,** Staff does not recommend approval of the replacement of the standing steam metal roof with shingles based on finding h. Staff recommends that the existing roof be repaired or replaced in-kind. The repair or in-kind replacement of the roof is eligible for administrative approval.

**Item 6,** Staff does not recommend approval of the demolition of the existing rear accessory structure and construction of a new rear accessory structure based on finding i. The applicant may present additional materials to the HDRC that provide evidence of an unreasonable economic hardship or loss of significance of the structure. If the HDRC approves the request, staff recommends that the following stipulation apply:

- i. That materials from the historic accessory structure, including salvageable wood siding, be salvaged and utilized in new construction on site.

**Item 7,** Staff recommends approval of the new front and side yard fencing based on finding j with the following stipulations:

- i. That the applicant sets the driveway gate behind the primary structure. The applicant is required to submit an updated site plan indicating the location of fencing prior to receiving a Certificate of Appropriateness.
- ii. That the final construction height of the fence not exceed the maximum height as approved by the HDRC at any portion of the fence. Additionally, all fences must be permitted and meet the development standards outlined in UDC Section 35-514.

**Item 8,** Staff recommends approval of the concrete driveway based on finding k with the following stipulation:

i. That the existing width, length, and configuration of the driveway be retained. The driveway is to be a maximum width of 10 feet.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Carpenter to be approve item #1 with staff stipulations, approve item #2 with only replacing 1 window, approve item 3, approve item 4 with staff stipulations, deny item #5 and #6, approve item #7, #8, and #9 with staff stipulations.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** None.

**THE MOTION CARRIED**

• **Item #47. HDRC NO. 2018-576**

**ADDRESS:** 3630 NOGALITOS

**APPLICANT:** Sarah Gould, Westside Preservation Alliance (WPA) and the Esperanza Peace & Justice Center

**REQUEST:**

A request for review by the HDRC regarding eligibility of the property located at 3630 Nogalitos for landmark designation.

**RECOMMENDATIONS:**

Staff does not recommend approval of the request. Staff finds that the property at 3630 Nogalitos does not meet at least three of the 16 criteria for evaluation and is not eligible for landmark designation based on findings a through g. If the Historic and Design Review Commission (HDRC) approves the request, the HDRC will become the applicant and will request a resolution from the City Council to initiate the designation process.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Bowman to deny the request for review of historic significance.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Laffoon.

**NAYS:** Fetzer

**THE MOTION CARRIED**

• **Item #48. HDRC NO. 2018-560**

**ADDRESS:** 626 AVENUE E

**APPLICANT:** Russell Felan, and owner, Johnny Gabriel

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install two 50-square feet signs to display over the rear yard fence.

**RECOMMENDATIONS:**

Staff does not recommend approval based on findings b through f.

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Fish and seconded by Commissioner Bowman to deny request.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** NONE.

**THE MOTION CARRIED**

• **Item #49. HDRC NO. 2018-561**

**ADDRESS:** 601 LABOR

**APPLICANT:** Not present.

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to:

1) Install signage featuring 32 square feet at 8 feet in height. 2) Repair the sidewalk around the property.

**RECOMMENDATIONS:**

Staff recommends approval the proposed signage and sidewalk repairs based on findings b through h with the following stipulations:

- i. That the overall dimensions of the sign are reduced to less than 26 square feet.
- ii. That the overall height of the sign is reduced 4 feet.
- iii. That the sidewalk repairs are to match the existing in dimension, material, and configuration

**CITIZENS TO BE HEARD:**

None.

**COMMISSION ACTION:**

The motion was made by Commissioner Carpenter and seconded by Commissioner Fish to postpone to next hearing.

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** NONE.

**THE MOTION CARRIED**

• **Item #50. HDRC NO. 2018-568**

**ADDRESS:** 720 LAMAR ST

**APPLICANT:** Daniel Plummer

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a front yard fence at 4 feet in height and horizontal planks.

**RECOMMENDATIONS:**

Staff does not recommend approval. Staff recommends that the applicant address the following items:

- i. The fence should turn at the driveway to meet at the corner of the structure, as opposed to spanning across the driveway in the front.
- ii. The driveway gate should be located behind the front façade plane of the structure or removed from the design.
- iii. That no portion of the fence exceed four feet in height.
- iv. That the fence should feature a semi-transparent design by including spacing between each horizontal plank
- v. That the solar collector be relocated to the outer perimeter of the fence line and reduced in height from its proposed centered location – or removed from the design.

**CITIZENS TO BE HEARD:**

Richard Kreiser in opposition.

**COMMISSION ACTION:**

The motion was made by Commissioner Carpenter and seconded by Commissioner Fish to deny request .

**AYES:** Fish, Grube, Martinez-Florez, Carpenter, Bowman, Fetzer, Laffoon.

**NAYS:** NONE.

**THE MOTION CARRIED**

- Executive Session: Consultation on attorney – client matters (real estate, litigation, contracts, personnel, and security matters) as well as the above mentioned agenda items may be discussed under Chapter 551 of the Texas Government Code.
- Adjournment.

There being no further business, the meeting adjourned at 7:10 PM.

APPROVED

Jeff Fetzer  
Acting Chair

